

EFFECTIVE

July 1, 2005.

SUBJECTS**New Forms**

The following forms are new:

- DHS-289, Treasury Offset Program Notice - This form replaces DHS-1441G.
- DHS-1045, Simplified Six-Month Review - This is a fact sheet that is given to Simplified Reporting (SR) households at application, redetermination and when assigning the case to SR. The form provides the client with information about the DHS-1046, Semi-Annual Contact Report and the information the client is required to provide. It is not necessary to place a copy of this form in the case file.
- DHS-1046, Semi-Annual Contact Report - This form is the required contact notice for Simplified Reporting (SR) households and is generated from CIMS on the first day of the fifth month in the benefit period. See PPB 2005-008 for additional information.
- The DHS-1047, Incomplete Semi-Annual Contact Notice - DHS-1047 is sent to the client when the DHS-1046 is incomplete or required verifications are not returned. See PPB 2005-008 for additional information.
- DHS-1111, Financial Assistance Payment Schedule - This form combines payment schedules DHS-1111 4&5 EBT into a single schedule for the entire year.

**Updated Forms
and Publications**

Exhibits and terminology have been updated in many forms and publications to include the name change from Family Independence Agency (FIA) to Department of Human Services (DHS). Instructions and distribution are also updated where appropriate.

Updated Schedule

Negative Action Effective Dates are clarified in RFS Item 103,
CIMS Negative Action Effective Dates.

**MANUAL
MAINTENANCE
INSTRUCTIONS**

Added Items ...

**RFF 63
RFF 289
RFF 1045
RFF 1046
RFF 1047
RFF 1111
RFF 1582TV
RFF 2020**

Changed Items (content changes) ...

**RFF 5S
RFF 5VX
RFF 8A
RFF 14
RFF 20
RFF 38
RFF 38S
RFF 45
RFF 49
RFF 198
RFF 220
RFF 277
RFF 278
RFF 279
RFF 280
RFF 281
RFF 0283
RFF 333
RFF 498
RFF 712
RFF 805
RFF 849
RFF 849T
RFF 1074
RFF 1075
RFF 1143
RFF 1241
RFF 1440-1
RFF 1440-2**

RFF 1440A
RFF 1440B
RFF 1440C
RFF 1440D
RFF 1440E
RFF 1440F
RFF 1555
RFF 1605
RFF 2240
RFF 2240A
RFF 3243
RFF 3307A
RFF 3380A
RFF 3688
RFF 3955
RFF 3955A
RFF 4025
RFF 4162
RFF 4327
RFF 4493
RFF 4494
RFF 4575
RFF 4578
RFF 4640
RFF 4656
RFF 4690
RFF 4712
RFF 4782
RFF 4789
RFF 4790
RFF 4806
RFF 4807
RFF PUB836
RFS 103

Changed Items (link changes only) ...

RFF 94-I
RFF 179
RFF 194
RFF 343
RFF 551
RFF 635
RFF 638
RFF 1178

RFF 1179
RFF 1181
RFF 1182A
RFF 1182B
RFF 1182C
RFF 1291
RFF 3904
RFF 4086
RFF 4118
RFF 4140
RFF 4530
RFF 4661
RFF 4681
RFF 4682
RFF 4683
RFF 4684
RFF 4685
RFF 4686
RFF 4687
RFF BFS30

Deleted Items ...

RFF 1111-112
RFF 1441G
RFF 1582TR